

~~SECRET~~

21 January 1965

MEMORANDUM FOR: Director of Training  
THROUGH : Executive Officer *10038*  
SUBJECT : Weekly Activities Report #1  
7 - 19 January 1965

1. Film Production

a. Technical Surveillance Counter-Measures

Preparations for production of this film continue including several hours spent last Friday reviewing personal files of forty Office of Security employees who were selected by the Office of Security as actor candidates. At our request, another batch is forthcoming. Likely candidates (about 15) were earmarked against specific roles for further examination. Actual casting will not take place until [REDACTED] arrives after which we will conduct personal interviews, make voice tests, etc. Several persons from DDP have been interrogated for the purpose of obtaining information which will aid in making the sets as authentic as possible both in construction and dressing.

25X1A

b. Propaganda Film

[REDACTED] (African Division) has obtained a considerable quantity of stock footage which he hopes will fill the requirements of this film. [REDACTED] is helping him to screen, select and index portions which will be turned over to the editor for incorporation in the picture.

25X1A

2. Audio-Aids Section

Two of the vendor's representatives spent most of 14 January inspecting the sound system in the 8th floor projection booth and attempting to solve our sound problems. Although they installed two new amplifiers we are still not satisfied. They are back today with additional replacement equipment. The fact that this is a brand new installation makes it completely illogical that we should have this difficulty in obtaining a clear sound system. If today's efforts are unproductive, drastic measures of some kind will certainly be in order. A report on today's developments will be forthcoming.

3. Visual Aids Section

Intelligence School

1. Six 35mm color slides were made from USIB, CIA & NSC charts for [REDACTED].

25X1A

DOCUMENT 11  
NO CHANGE IN CLASS. ☐  
☐ DECLASSIFIED  
CLASS. CHANGED TO: TS S *2012*  
NEXT REVIEW DATE:  
AUTH: HR 70-2  
DATE: *27-1-82* REVIEWER: *006199*

**CONFIDENTIAL**

- 25X1A 2. Design and paste-up of proto-type intelligence self-teaching device for Messrs. [REDACTED] 25X1A

Operations School

1. One set of 6 color slides from existing Operations School charts was prepared for [REDACTED] 25X1A
2. Black & white negatives and 8 x 10 prints were prepared from above for briefing the DDS.
3. A floor plan drawing of fictional [REDACTED] building was prepared for Xerox reproduction to be used as a class exercise. 25X1A
4. Twenty headline titles prepared for [REDACTED] 25X1A
- 25X1A 5. Twelve color slides from charts for use by [REDACTED] 25X1A
- 25X1A 6. Four Vu-Graph slides on thermofax film were prepared for [REDACTED] on subject of "Dispatch".
- 25X1A 7. Eight Vu-Graph slides on dispatch and cable writing for [REDACTED] 25X1A
8. One Vu-Graph slide revised for [REDACTED] -- "Field Organization for Intelligence". 25X1A
9. One duplicate slide as above for [REDACTED].
10. Four Vu-Graph slides - excerpts from "Priority National Objectives" for [REDACTED] 25X1A
11. Sixty-five color slides, 35mm, for [REDACTED] on "Casing". 25X1A

Management Faculty

- 25X1A 1. One three-fold table divider was constructed and painted for use in class "commo" exercise for [REDACTED].

Intelligence Production Faculty

- 25X1A 1. Seventy two headline titles were prepared for [REDACTED]

-3-

25X1A 2. Twelve 35mm slides of maps were prepared for [REDACTED]

Language Training School

25X1A 1. Ten 35mm slides of maps were prepared for [REDACTED]

25X1A 2. One course scheduling chart was prepared for [REDACTED] use.

Registrar

1. Three small statistical charts were prepared for briefing the DDS.
2. A cover design was completed for "Bulletin" January cover.
3. Four spot drawings were completed to illustrate "Bulletin" article.

Miscellaneous signs and nameplates were done for the Operations School, MSOC, Registrar and [REDACTED]

25X1A

25X1A [REDACTED]

Chief, Instructional Services Branch